

## **TOWN OF WOODSIDE COUNCIL MEETING**

**January 21, 2021**

The meeting was called to order at 7 p.m. by Mayor Mike Warren. Those in attendance were Diane Crom, Kelsey Warren, Brenda Richards and Mike Warren. Jim Carpenter was absent. A written agenda was followed.

The MOU for Kent County Board of Elections was signed and returned on January 16<sup>th</sup>. Our town election is slated for Saturday, March 27, 2021. The Notice to Solicit Candidates is required to be posted by February 5<sup>th</sup>, with a copy due to the Kent County BOE on February 8<sup>th</sup>. Jim Carpenter and Diane Crom's council seats and the Secretarial position are up for election, although both Jim & Diane have announced they will stay on, if uncontested.

Brenda Richards has announced her resignation due to personal reasons effective Monday, March 29, 2021. She is making a Calendar as a Resource on when reports & meetings are required. Additional information has also been organized for ease of transition for her replacement.

Mike Warren completed a W-9 form for the Kent County Recorder of Deeds and State Finance Offices in order for Woodside to continue to receive the Realty Transfer Tax fees. Brenda is working with Vanessa Laughman at the Recorder of Deeds office to correct the amount of the Realty Transfer Tax Fee, which should be 1.5% and not the 1% that is currently listed on the State website. Questions were asked if Woodside would have to pay taxes on the money acquired from the Realty Transfer Tax – otherwise, why a W-9 is needed? Mike will follow up and ask Sharon Ivory about it and whether that is something she would be willing to take on, since she is our Tax Collector.

Mike questioned what our town tax rate is, as he often is asked. Brenda informed him that it is 40% of each \$100 assessed. The information is also listed on our Woodside website for reference.

Brenda followed up with DelDot about getting the curbing removed in front of the Town Hall. DelDot did not feel that the curbing was a hazard, so she was told that it was the town's responsibility to remove it and that a permit will be required when it is done. Mike stated he will check to see if it can be removed when we have work done on the town hall parking lot.

The work on Ordinances is on-hold right now as we cannot hold public meetings. Two ordinances were approved in May 2020 by the town council, and the next step is to have a public meeting and then post it in the newspaper. A notebook on ordinances has been organized with work already done and the steps to be taken to complete it, including notes from our town solicitor with his advice. Mike feels our hands are tied when it comes to enforcing the ordinances as no state agency is willing to help us. He referred to Mr. Shahan and his excessive can collection, which the town has been addressing for the past four years without anything resolved. Mike feels the town will have to take Mr. Shahan to court to get the can collection removed.

Mike stated that Rick Ewing contacted him asking for a copy of the Permit for him to have a Beauty Salon in the house at 1359 Main Street. Mike reminded Mr. Ewing that the only permit that he ever provided was for placement of a door & window in that house, not a beauty parlor. Mr. Ewing will have to follow up with Kent County to get the appropriate permits. As far as the Mayor and town council know, the renovations on that house were done without proper oversight and inspection by Kent County.

Kelsey reviewed the bank statements and bills that have come in since November, when she took over as Treasurer. Her bonding has been paid for. Our regular checking account balance on November 30, 2020 was

\$36,320.18 and the Street Aid Fund balance was \$2267.51. Mike recently bought a small vacuum cleaner and Swiffer equipment for cleaning the town hall. He also bought some poles to outline the town hall septic area, so people would not drive over it.

Hiring a Trash Company or buying large trash cans for the town hall has been put on hold for now. Kelsey did obtain information on costs, which would be approximately \$109 a month with weekly pick up. However, the parking lot is not big enough for a truck to maneuver at this time. Mike plans to provide heavy duty trash bags for each rental, as renters are asked to take their trash with them.

Getting the town hall parking lot expanded is a priority as the hall is being rented on a regular basis and parking is an issue. Mike will follow up on costs and see if he can schedule the work for early spring.

It was decided that increasing the rental fee for the town hall will be on hold for now until after the parking lot is expanded and Mike wants to have the interior painted and have a termite inspection done first. He noted that a few areas of the flooring is getting “squishy”, so that needs to be evaluated. Diane Crom & Brenda Richards provided information on the termite companies that they use. Diamond State Pest @ 302-734-1983 and Rex Bell at Liberty Pest control @ 302-233-3565.

The council followed up on the idea to pay Mike Warren for his time in scheduling the town hall rentals and following up on the condition of the town hall. An agreement was reached by Diane, Kelsey and Brenda that Mike would be paid 15% of the yearly amount collected from the town hall rentals. Mike abstained from voting.

The vendors for Stop & Shop may not rent the town hall anymore due to decrease in business.

Brenda has completed a Brochure for the town. A supply will be given to Dawn Valladares, who meets with new residents and some will be left at the post office.

Having a town clean-up was approved. Brenda found that we could rent a 20-30 yard container for about \$600 for a 9 day use. It was proposed that the town clean-up would be in April and door hangers would be made up to leave at residences with information and a phone number to call, if the residents needed help. It could be promoted as a means to clean-up yards in order to avoid fines for junk collections in the yard. Diane & Kelsey offered to make up the door hangers and deliver them to town residences. Only household items would be accepted – no yard debris.

Having a town-wide yard sale was also approved for mid-June. Brenda will have it advertised and Kelsey suggested putting the announcement on Facebook. Mike suggested having signs made up and available for people taking part in the yard sale.

Diane asked Mike if there was any progress on the sidewalk plan. Mike stated that meetings were cancelled due to the pandemic and he’s not sure that the \$7000 that was earmarked for the project is still available. Mike offered to follow up on this.

There being no further business, the meeting was adjourned at 7:55 p.m.

Minutes taken by:  
Brenda Richards, Secretary